



Over the Counter Fire Plan Check

This information package shall be used in conjunction with NFPA 13, 72, and other applicable NFPA design standards as adopted by the City of Mountain View, for commercial buildings. (Refer to Mountain View City Code Chapter 8 for adopted editions of NFPA). This information package is not intended for use as a stand-alone document.

The City of Mountain View's Over the Counter Fire Plan Checking program is designed to expedite the turnaround time for simple fire plans. This will be done on a first come first serve basis for a specific block of time twice a week.

Plan Checking Times

Tuesdays and Thursdays

8:00AM to 11:00AM

Call same day to verify staffing

Submittal Requirements for the Over the Counter Fire Plan Checking:

1. The project must be a commercial project.
2. Building plans related to the fire job (if it applies) must already have been issued. Provide the building permit number associated with your plans.
3. Fire Sprinkler modifications must be 20 heads or less and be within a building that is currently or was previously occupied.
4. Fire Alarm modifications are to be 5 devices or less.
5. All restaurant Hood & Duct extinguishing systems.
6. Three (3) sets of plans and supporting documentation.